ADRIAN TOWNSHIP

LENAWEE COUNTY, MICHIGAN

ANNUAL FINANCIAL REPORT

DECEMBER 31, 2005

## Michigan Department of Treasury 496 (02/06) Auditing Procedures Report

Issue	Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.									
1	Local Unit of Government Type							Local Unit Name		County
-	Coun		☐City	⊠Twp	□Village	Other	ADRIAN			LENAWEE
1		ar End	R 31, 200	)E	Opinion Date	2006		1	Submitted to State	
				เอ	JULY 12,	2006		JULY 21, 20		
We	affirm	that	:							
			•		licensed to p		-			
					erial, "no" resp nents and rec			osed in the financial	I statements, inc	sluding the notes, or in the
	YES	9	Check each applicable box below. (See instructions for further detail.)							
1.	×				ent units/functs to the financ				the financial sta	tements and/or disclosed in the
2.	X							unit's unreserved fu budget for expendi		restricted net assets
3.	X		The local	unit is in c	ompliance wit	th the Unif	orm Chart of	Accounts issued by	the Department	t of Treasury.
4.	X		The local	unit has a	dopted a budo	get for all r	equired funds	<b>3.</b>		
<b>5</b> .	X		A public h	earing on	the budget wa	as held in	accordance w	ith State statute.		
6.	×		The local other guid	unit has no ance as is	ot violated the sued by the L	Municipa ocal Audi	l Finance Act t and Finance	an order issued un Division.	nder the Emerge	ncy Municipal Loan Act, or
7.	$\times$		The local	unit has no	ot been deling	uent in dis	stributing tax	revenues that were	collected for an	other taxing unit.
8.	×							y with statutory req		·
9.	×		The local	unit has no	o illegal or una	authorized ent in Mich	expenditures	that came to our a sed (see Appendix I	ttention as defin H of Bulletin).	ed in the <i>Bulletin for</i>
10.	X		There are that have	no indicat	ions of defalc previously con	ation, frau nmunicate	d or embezzled d to the Local	ement, which came	to our attention Division (LAFD)	during the course of our audit ). If there is such activity that has
11.	×		The local	unit is free	of repeated of	comments	from previous	s years.		
12.	×				UNQUALIFIE		•	•		
13.	×		The local	unit has co		SASB 34 c	or GASB 34 as	s modified by MCG/	AA Statement #	7 and other generally
14.	X		•	_		•	orior to payme	nt as required by cl	harter or statute.	
15.	×		To our kno	wiedge, b	ank reconcilia	ations that	were reviewe	d were performed t	timely.	
des I, th	If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.  I, the undersigned, certify that this statement is complete and accurate in all respects.									
We	have	enc	losed the	following		Enclosed	Not Require	ed (enter a brief justific	cation)	
Fina	ancia	Stat	ements			$\boxtimes$				
The letter of Comments and Recommendations										
Other (Describe)										
						Telephone Number 517-458-2274				
	A NOO!	/ / /	N STREE		3			City MORENCI	State MI	Zip 49256
Auth	Author/ling CFA Manager License Number PHILIP R RUBLEY 9223									

# ADRIAN TOWNSHIP ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED DECEMBER 31, 2005

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### **Using This Annual Report**

The annual report consists of a series of financial statements. The statement of net assets and the statement of activities are both new and provide information about the activities of Adrian Township government-wide basis. They are designed to present a longer-term view of the Township's finances. Fund financial statements tell how services were financed in the short-term, as well as what remains for future spending. Fund financial statements also report the Township's operations in more detail than the government-wide financial statements.

### **Overview Of The Financial Statements**

The Township's basic financial statements are comprised of three components:

- A) Government-wide financial statements.
- B) Fund financial statements.
- C) Notes to the financial statements.

This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the Township's finances, in a manner similar to a private-sector business.

The statement of net assets presents information on all of the Township's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating.

The Township maintains 5 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and fire fund, each of which are considered to be major funds. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The Township adopts an annual appropriated budget for its general and special revenue funds. Budgetary comparison statements or schedules have been provided herein to demonstrate compliance with those budgets.

**Proprietary Funds.** The Township maintains one type of proprietary fund. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Township has one enterprise fund to account for sewer and water activity.

Fiduciary Funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Township's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

**Notes To The Financial Statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement of some items that will only result in cash flows in future fiscal periods.

Both of the government-wide financial statements distinguish functions of the Township that are principally supported by taxes and intergovernmental revenues (governmental activities). The governmental activities of the Township include general government, public safety, public works, recreation and culture and community development.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Township, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Township can be divided into three categories; governmental funds, proprietary funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

#### **Other Information**

The Township has reported under required supplementation information, information about the General Fund and Major Type Funds, and Combining Balance Sheets and Statement of Revenues, Expenditures and Changes in Fund Balances - Non-Major Type Governmental Funds.

#### **The Township As A Whole**

The Township's net assets for the year ended December 31, 2005 increased by 1.10% over the prior year, and management feels that even though the economic conditions have been slightly depressed, that the Township was fiscally able to grow at a rate above inflation. Extensive growth in the Township has a direct relationship to this growth.

The governmental activities reflect net assets of \$2,120,296.

By far the largest portion of the Township's net assets (45.31%) reflects its investment in capital assets (e.g. land, buildings, vehicles, equipment and infrastructure), less any related debt used to acquire these assets that are still outstanding. The Township uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Township's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

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	Governmental <u>Activities</u>	Business-Type <u>Activities</u>		
	2005	<u>2005</u>		
Revenue				
Program Revenue:				
Charges for Services	\$ 288,402	\$ 574,038		
Operating Grants and Contributions	11,574			
Capital Grants and Contributions	54,035	* * *		
General Revenue:				
Property Taxes and Assessments Grants and Contributions Not	417,891	41,185		
Restricted To Specific Program	392,572			
Interest and Rentals Earnings	18,621	72,632		
incerese and kenears harmings				
Total Revenue	1,183,095	687,855		
Expenses				
General Government	265,441			
Public Safety	438,782			
Public Works	209,512	545,830		
Community and Economic Development	4,980	313,030		
Recreation and Culture	30			
Other Functions	53,900			
	·	<del></del>		
Total Expenses	972,645	545,830		
Increase In Net Assets	210,450	142,025		
Net Assets Beginning of Year	1,909,846	9,327,965		
Net Assets End of Year	<u>\$2,120,296</u>	<u>\$9,469,990</u>		

	ADRIAN TOWNSHIP NET ASSETS		
	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	
	<u>2005</u>	<u>2005</u>	
Current and Other Assets Capital Assets	\$1,195,478 <u>990,681</u>	\$3,006,438 6,463,645	
Total Assets	\$2,186,159	\$9,470,083	
Other Liabilities	\$ 65,863	\$ 93	
Total Liabilities	65,863	93	
Net Assets Invested in Capital Assets, Net of Related Debt	200 621		
Unrestricted	990,681 <u>1,129,615</u>	6,463,645 3,006,345	
Total Net Assets	<u>\$2,120,296</u>	\$9,469,990	

### **Government Activities**

Government activities increased the Township's net assets by \$210,450.

### The Township's Funds

Our analysis of the Township's funds begins on Page 9, following the entity wide financial statements. The fund financial statements provide detail information about the most significant funds, not the Township as a whole. The Trustee Board and management creates funds to help manage money for specific purposes as well as to show accountability for certain activities, such as special property tax millages, etc.

#### **General Fund Budgetary Highlights**

There were differences between the original budget and amended budget. Actual results in revenue were higher then budgeted, and expenses were significantly higher then budgeted numbers.

#### **Capital Assets And Debt Administration**

The Township's investment in capital assets for its governmental and business-type activities as of December 31, 2005, amounted to \$7,454,326 (net of accumulated depreciation). This investment in capital assets includes land, buildings and system, improvements, machinery and equipment. The total increase in the Township's investment in capital assets for the current year was 2.10%.

#### **Economic Factors And Next Year's Budget And Rates**

The Township's budget for 2006 year has taken inconsideration, the economic condition of the State of Michigan anticipating reduced state share revenues. This will require close tabs on expenditures for the upcoming year and adjustments will be made to mirror, when possible, the revenue base, with expenses.

#### **Contacting The Townships Management**

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the clerk's office at 2907 Tipton Hwy., Adrian, Michigan 49221

### PHILIP R. RUBLEY

- Certified Public Accountant -

133 W. Main Street • Morenci, MI 49256 Phone 517/458-2274 Fax 517/458-6353

MEMBERS OF
AMERICAN INSTITUTE OF C.P.A.'S
& THE MICHIGAN ASSOCIATION OF C.P.A.'S

July 12, 2006

Township Board Adrian Township Lenawee County 2907 Tipton Hwy. Adrian, MI 49221

PHILIP R. RUBLEY, C.P.A.

#### **INDEPENDENT AUDITOR'S REPORT**

We have audited the accompanying financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Adrian Township as of and for the year ended December 31, 2005, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Adrian Township management. Our responsibility is to express opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Adrian Township as of December 31, 2005, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 1 through 6, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Adrian Township basic financial statements. The combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements.

### Adrian Township July 12, 2006

The combining and individual non-major fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Respectfully Submitted,

Philip R. Rubley, CPA

PRR/cab

# ADRIAN TOWNSHIP Government-wide Statement of Net Assets December 31, 2005

	Governmental <u>Activities</u>	Business-Type <u>Activities</u>	<u>Total</u>
Assets			
Cash and Equivalents	\$ 728,417	\$2,561,099	\$ 3,289,516
Receivables - Net	249,680	485,841	735,521
Prepaid Items and		·	,
Other Assets	154,125	22,754	176,879
Internal Balances	63,256	(63, 256)	
Capital Assets Not	•	(00, 200,	
Being Depreciated	36,593	96,099	132,692
Capital Assets Being	,	20,023	132,032
Depreciated - Net	954,088	6,367,546	7,321,634
Total Assets	\$2,186,159	\$9,470,083	\$11,656,242
<u>Liabilities</u> Accounts Payable and			
Accrued Expenses	\$ 65,863	\$ 93	\$ 65,956
Total Liabilities	65,863	93	65,956
Net Assets			
Invested In Capital Assets,			
Net of Related Debt	990,681	6,463,645	7,454,326
Unrestricted	1,129,615	3,006,345	4,135,960
Total Net Assets	\$2,120,296	\$9,469,990	\$11,590,286

# ADRIAN TOWNSHIP Government-wide Statement of Activities For The Year Ended December 31, 2005

Functions/Programs	E	xpenses	Charges For Services	Operating Grants And Contributions	Capital Grants And Contributions	Net (Expenses) Revenues
Governmental Activities:						
General Government	\$	265,441	\$156,440	\$11,574	\$	\$(109,001)
Public Safety		438,782	131,962		54,035	(241, 211)
Public Works		209,512			++-	(209,512)
Community and						
Economic Development		4,980				(4,980)
Recreation and Culture		30				(30)
Other Functions		53,900				<u>(53,900</u> )
Total Governmental Activities		972,645	288,402	_11,574	54,035	(618,634)
Business-Type Activities: Utilities		545,830	574,038			28,208
Total	\$1	<u>,518,475</u>	\$862,440	<u>\$11,574</u>	\$54,035	<u>\$(590,426</u> )

# ADRIAN TOWNSHIP Government-wide Statement Of Activities (Concluded) For The Year Ended December 31, 2005

Changes In Net Assets	Governmental Activities	Business-Type <u>Activities</u>	<u>Total</u>
Net (Expense) Revenue	\$ (618,634)	\$ 28,208	\$ (590,426)
General Revenues: Property Taxes and Assessments Grants and Contributions Not Restricted To	417,891	41,185	459,076
Specific Programs	392,572		392,572
Unrestricted Investment Earnings and Rentals	18,621	72,632	91,253
Total General Revenues, Contributions and Transfers	829,084	113,817	942,901
Change In Net Assets	210,450	142,025	352,475
Net Assets, Beginning of Year	1,909,846	9,327,965	11,237,811
Net Assets, End of Year	<u>\$2,120,296</u>	\$9,469,990	\$11,590,286

### ADRIAN TOWNSHIP Governmental Funds Balance Sheet December 31, 2005

<u>ASSETS</u>	General <u>Fund</u>	Fire <u>Fund</u>	Police <u>Fund</u>	Other Non-Major Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
Cash and Cash					
Equivalents	\$609,352	\$ 63,381	\$ 32,577	\$23,107	\$ 728,417
Prepaid Expenses	9,249	6,415	880		16,544
Receivables - Net	152,913	44,841	46,472	5,454	249,680
Due From Other Funds	189,879	<u>35,303</u>	<u>34,173</u>	<u>3,655</u>	263,010
Total Assets	<u>\$961,393</u>	\$149,940	\$114,102	\$32,216	\$1,257,651
<u>LIABILITIES</u> Accounts Payable/ Accrued Liabilities	\$ 62,398	\$ 1,522	\$ 841	\$ 1,102	\$ 65,863
Due to Other Funds		28,069	30,222	3,882	62,173
Deferred Revenue	1,890	613	576		3,079
Total Liabilities	64,288	30,204	31,639	4,984	131,115
FUND BALANCES					
Unreserved	897,105	119,736	82,463	27,232	1,126,536
Total Fund Balances	897,105	119,736	82,463	27,232	1,126,536
Total Liabilities and Fund Balances	<u>\$961,393</u>	<u>\$149,940</u>	\$114,102	<u>\$32,216</u>	\$1,257,651

#### **ADRIAN TOWNSHIP**

### Reconciliation of Fund Balances On The Balance Sheet For Governmental Funds To Net Assets Of Governmental Activities On The Statement of Net Assets December 31, 2005

### Fund Balances - Total Governmental Funds

\$1,126,536

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

Add:

Capital Assets

1,410,521

Deduct:

Accumulated Depreciation

(419,840)

Revenue that has been billed as a receivable, but not Collected until later years, was not reported in the funds.

Add:

Deferred Revenue

3,079

**Net Assets of Governmental Activities** 

\$2,120,296

# ADRIAN TOWNSHIP Governmental Funds Statement of Revenue, Expenditures, and Changes In Fund Balances For The Year Ended December 31, 2005

	General <u>Fund</u>	Fire <u>Fund</u>	Police <u>Fund</u>	Other Non-Major Governmental <u>Funds</u>	Total Governmental <u>Funds</u>
REVENUES					
Taxes and Assessments	\$ 206,059	\$ 96,650	\$100,998	\$11,105	\$ 414,812
Intergovernmental	392,572	7 50,050	7-00,550		392,572
Grants		48,600	5,435		•
Fines and Forfeitures		40,000	•		54,035
Licenses and Permits			19,427		19,427
	59,337				59,337
Charges for Services	33,447	40,393	3,059	~ ~ =	76,899
Interest and Rentals	15,723	1,571	740	587	18,621
Other	124,615	2,826	6,920	11,574	<u>145,935</u>
Total Revenue	831,753	190,040	136,579	23,266	1,181,638
EXPENDITURES Current:					
General Government	251 200			0 510	
<del>-</del>	251,290	150 065	140 005	8,713	260,003
Public Safety Public Works	49,810	159,065	140,005	11,466	360,346
	196,238			13,274	209,512
Community Economic					
Development	4,980				4,980
Capital Outlay	3,208	124,194	17,352	1,600	146,354
Other Functions	53,900				53,900
Total Expenditures	559,426	283,259	157,357	35,053	1,035,095
Excess of Revenue Over (Under) Expenditures	272,327	(93,219)	(20,778)	(11,787)	146,543
Other Financing Sources (Uses) Transfers In Transfers (Out)		93,354	20,194	4,000	117,548 (117,548)
Total Other Financing Sources (Uses)	(117,548)	93,354	20,194	4,000	
Net Change in Fund Balances	154,779	135	(584)	(7,787)	146,543
Fund Balances Beginning of Year	742,326	119,601	83,047	35,019	979,993
Fund Balances – End of Year	\$ 897,105	\$119,736	\$ 82,463	\$27,232	\$1,126,536

### **ADRIAN TOWNSHIP**

# Reconciliation Of The Statement Of Revenues, Expenditures, And Changes In Fund Balances Of Governmental Statement Of Activities December 31, 2005

Net Change In Fund Balances – Total Governmental Funds	\$146,543					
Amounts reported for governmental activities in the statement of activities are different because:						
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.						
Add: Capital Outlay	139,629					
Deduct: Depreciation Expense	(77,179)					
Revenue deferred on the governmental funds report, which has been charged to receivable and thus income on the statement of activities.						
Add: Deferred Revenue other adjustments	1,457					
Change In Net Assets Of Governmental Activities	\$210,450					

### ADRIAN TOWNSHIP Statement of Net Assets Proprietary Funds December 31, 2005

### Business-Type Activities - Enterprise Funds

	<b>Utilities Fund</b>
Assets Current Assets:	
Cash and Cash Equivalents Accounts Receivable	\$2,561,099 93,737
Due from Other Funds	22,754
Total Current Assets	2,677,590
Restricted Assets: Special Assessment	392,104
Total Restricted Assets	392,104
Noncurrent Assets: Property and Equipment - Net	6,463,645
Total Noncurrent Assets	6,463,645
Total Assets	\$9,533,339
Liabilities	
Current Liabilities: Accounts Payable and Accrued Liabilities Due to Other Funds	\$ 93 63,256
Total Current Liabilities	63,349
Net Assets	
Invested in Capital Assets Unrestricted	6,463,645 3,006,345
Total Net Assets	9,469,990
Net Assets of Business-Type Activities on the	
Government-Wide Statement of Net Assets	\$9,469,990

### **ADRIAN TOWNSHIP**

### Statement of Revenues, Expenses and Changes in Fund Net Assets Proprietary Funds

For The Year Ended December 31, 2005

### Business-Type Activities - Enterprise Funds

Out with a Development	<b>Utilities Fund</b>
Operating Revenues	
Charges for Services	\$ 574,038
Special Assessments	41,185
Total Operating Revenues	615,223
Operating Expenses	
Salaries and Wages	5,191
Fringe Benefits	397
Supplies	2,592
Services	233,030
Professional Services	2,530
Repairs and Maintenance	55,780
Depreciation	246,310
Total Operating Expenses	545,830
Net Operating Income	69,393
Non-Operating Revenues (Expenses)	
Investment Income	72,632
Total Non-Operating Revenues (Expenses)	72,632
Income	142,025
Net Assets, Beginning of Year	9,327,965
Net Assets, End of Year	\$9,469,990

# ADRIAN TOWNSHIP Reconciliation Of The Statement Of Revenues, Expenditures, To The Statement Of Activities December 31, 2005

Change In Net Assets – All Enterprise Funds	\$142,025
No additional adjustments	
Change In Net Assets Of Business-Type Activities	<u>\$142,025</u>

# ADRIAN TOWNSHIP Statement of Cash Flows Proprietary Funds For The Year Ended December 31, 2005

	Business-Type Activities Enterprise Funds
	<b>Utilities Fund</b>
Cash Flows From Operating Activities  Cash Received from Customers	\$ 550,844
Cash Payment to Suppliers For Goods and Services/Employees	(325,780)
Net Cash Provided (Used)	225,064
Cash Flows From Capital and	
Related Financing Activities Special Assessment Receivable	33,005
Net Cash (Used) by Capital and Related Financing Activities)	33,005
Cash Flows From Investing Activities Investment Income Purchase of Fixed Assets	72,632 (147,293)
Net Cash Provided (Used) by Investing Activities	(74,661)
Net Increase (Decrease) in Cash and Cash Equivalents	183,408
Cash and Cash Equivalents, Beginning of Year	2,377,691
Cash and Cash Equivalents, End of Year	\$2,561,099
Reconciliation to Statement of Net Assets  Cash and Cash Equivalents	<u>\$2,561,099</u>

# ADRIAN TOWNSHIP Statement of Cash Flows (Concluded) Proprietary Funds For The Year Ended December 31, 2005

	Business-Type Activities - Enterprise Funds
	<u>Utilities Fund</u>
Reconciliation of Operating Income (Loss)	
to Net Cash Provided by Operating Activities: Operating Income Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided	\$ 142,025
by Operating Activities: Depreciation	246,310
Changes in Assets and Liabilities: Accounts Receivable Other Current Assets Accounts Payable, Accrued	(40,405) 1,631
Liabilities, Bonds Current Portion	(26,260)
Net Cash Provided (Used) by	
Operating Activities	323,301
Cash Flows From Investing Activities:	
Purchase of Fixed Assets	(147, 293)
Net Cash (Used) from Investing Activities	(147,293)
Cash Flows From Financing Activities: Special Assessment Receivable	7,400
Net Cash (Used) from Financing Activities	7,400

Net Increase (Decrease) in Cash and

Cash and Cash Equivalents, Beginning of Year

Cash and Cash Equivalents, End of Year

**Cash Equivalents** 

183,408

2,377,691

\$2,561,099

# ADRIAN TOWNSHIP Fiduciary Funds – Statement of Net Assets December 31, 2005

	Current Tax Collection <u>Fund</u>	Trust and Agency <u>Fund</u>
Assets Cash and Cash Equivalents	\$932,366	<u>\$1,557</u>
Total Assets	<u>\$932,366</u>	<u>\$1,557</u>
<u>Liabilities</u> Due to Other Funds Other Payables	\$158,778 773,588	\$1,557 
Total Liabilities	<u>\$932,366</u>	<b>\$1,557</b>

#### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of the Adrian Township conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units.

The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the government's accounting policies are described below:

#### A. Reporting Entity

Adrian Township is governed by an elected board. The accompanying financial statements present the government for which government is considered to be financially accountable.

#### B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

#### C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements, except for agency funds, which do not have a measurement focus. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Property taxes, franchise taxes, intergovernmental revenue licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The government reports the following major governmental funds:

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The Fire Fund is a special revenue fund that receives monies for contractual services and charges for the purpose of providing fire protection and Advanced and Basic Life Support Services to the community.

**The Police Fund** is a special revenue fund that receives monies through property tax millage and charges for services for the purpose of providing police protection to the community.

The government reports the following major proprietary fund:

The Utilities Fund is a proprietary fund which accounts for activities of the government's waste water and water system.

Additionally, the government reports the following fund types:

The Agency Funds account for assets held by the Township acting as an agent for individuals, private organizations, other governments and/or other funds.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in both the government-side and proprietary fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected not to follow private-sector standards issued after November 30, 1989 for its business-type activities and enterprise funds.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the utilities fund are charges to customers for sales and services. The enterprise funds also recognize as operating revenues the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

#### D. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### E. Assets, Liabilities, and Net Assets or Equity

1. <u>Bank Deposits and Investment -</u> Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

State statues authorize the government to deposit in the accounts of federally insured banks, credit unions, and savings and loans associations, and to invest in obligations of the U.S. Treasury, certain commercial paper, repurchase agreements, bankers acceptances, and mutual funds composed of otherwise legal investments.

- 2. Receivables and Payables In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."
- 3. Prepaid Items Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements using the consumption method.
- 4. <u>Inventories All</u> inventories are valued at cost using the first-in/first-out (FIFO) method. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.
- 5. Capital Assets Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., road, bridges, sidewalks, and similar items), are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,500 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant, and equipment of the primary government, as well as the component units, are depreciated using the straight line method over the following estimated useful lives:

<u>Assets</u>	Y	ea	rs
Land Improvements	20	-	50
Building	10	-	50
Machinery, Equipment,			
And Furnishings	5	-	35
Utility Systems	50	-	100
Infrastructure	15	-	100
Vehicles	5	-	15

- 6. Long-Term Obligations In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. Presently the Township has no long-term obligations.
- 7. Fund Equity In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information - Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at fiscal year end.

On or before the end of December of each year, the Township Board proposes a budget for review and holds public hearings and a final budget is adopted.

The appropriated budget is prepared by fund, function and activity. The legal level of budgetary control (i.e., the level at which expenditures may not legally exceed appropriations) is with the Board of Trustees.

B. Excess of Expenditures Over Appropriations In Budgeted Funds - P.A. 621 of 1978, as amended, provides that a local unit shall not incur expenditures in excess of the amounts appropriated. During the year ended December 31, 2005, the government incurred expenditures in excess of amounts appropriated at the legal level of budgetary control as follows:

	Amended		
	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
General Fund:			
General Government: Trustee Board	\$ 79,281	\$ 94,592	\$ 15,311
Supervisor	23,395	23,931	536
Treasurer	31,997	33,249	1,252
Clerk	28,781	33,072	4,291
Cemetery	2,816	2,947	131
Public Works:			
Sanitation	16,400	17,759	1,359
Drains	11,000	16,293	5,293
Roads and Maintenance	106,928	162,186	55,258
Capital Outlay:		3,208	3,208
Other Functions:			
Insurance	36,485	40,092	3,607
Other		13,808	13,808
Transfer Out		117,548	117,548
Fire Fund:			
Utilities	3,500	4,466	966
Capital Outlay	115,000	124,194	9,194
Police Fund:			
Fringe Benefits	12,800	12,804	4
Insurance	8,375	8,519	144
Physicians/Training	705	899	194
Capital Outlay	16,583	17,352	769

### NOTE 3 - DEPOSITS AND INVESTMENTS

The government unit's deposits and investment policy are in accordance with statutory authority.

Investments made by the Township are summarized below. The investments that are represented by specific identifiable investment securities are classified as to credit risk by the three categories described below:

Category 1:	Insured or registered	or securities	held by	the	Township	or	its
	agent in the Township's	name.					

Category 3:	Uninsured and	unregistered,		held by	the
•	counterparty, or Township's name.	by its trust	department or agent	but not in	the

m 11 Gardene and	Category1_	_2_	_3_	Carrying <u>Value</u>	Market <u>Value</u>
Checking, Savings and Certificate of Deposits	\$400,000	\$2,889,516	\$	\$3,289,516	\$3,289,516
	\$400,000	\$2,889,516	<u>\$</u>	\$3,289,516	\$3,289,516

### **Balance Sheet Cash And Cash Investments**

The Governmental Accounting Standards Board (GASB) Statement No. 3 risk disclosures for the Township's deposits are as follows:

Carrying <u>Amount</u>
\$ 400,000
2,889,516 \$3,289,516

A reconciliation of cash and investments as shown on the Statement of Net Assets and Statement of Fiduciary Net Assets to deposits and investments as classified for note disclosure purposes is as follows:

#### Statement of Net Asset:

Cash	and	Cash	Equivalents	\$3,289,516
				3,289,516

#### **Statement of Fiduciary Net Asset:**

Agency Funds: Cash and Cash Equivalents	933,923
	933,923
	\$4,223,439

### NOTE 4 - CAPITAL ASSETS

Capital assets activity for the year ended December 31, 2005 was as follows:

Governmental Activities	Beginning <u>Balance</u>	<u>Increases</u>	Ending <u>Decreases</u>	Balance
Capital Assets, Not				
Being Depreciated:				
Land	\$ 36,593	<u>\$</u>	<u>\$</u>	\$ 36,593
Total Capital Assets Not Being Depreciated	36,593			36,593
Capital Assets,				
Being Depreciated:				
Buildings	297,217			297,217
Vehicles	836,100	16,440		852,540
Equipment	100,982	123,189		224,171
Total Capital Assets Being Depreciated	1,234,299	139,629		1,373,928
Less Accumulated				
Depreciation For: Buildings	(54 610)	(0.255)		
Vehicles	(54,618) (282,985)	(8,316)		(62,934)
Equipment	(5,058)	(55,420) (13,443)		(338,405)
ndarbwene	(3,038)	(13,443)		(18,501)
Total Accumulated Depreciation	(342,661)	<u>(77,179</u> )		(419,840)
Total Capital Assets, Being Depreciated, Net	891,638	62,450		954,088
Governmental Activities Capital Assets, Net	\$ 928,231	\$ 62,450	\$	\$ 990,681
Business-Type Activities Capital Assets, Not				
Being Depreciated:				
Land	\$	\$ 96,099	\$	\$ 96,099
Total Carital Assats				
Total Capital Assets				
Not Being Depreciated		96,099		69,099
Capital Assets,				
Being Depreciated:				
Sewer and Water System	12,401,171	51,194		12,452,365
Total Capital Assets				
Being Depreciated	10 401 171			
Deing Depreciated	12,401,171	51,194		12,452,365
Less Accumulated				
Depreciation For:				
Sewer and Water System	(5,838,509)	(246,310)		(6,084,819)
		(2107010)		(0,004,619)
Total Accumulated Depreciation	(5,838,509)	(246,310)		(6,084,819)
<del>-</del>				
Total Capital Assets, Being Depreciated, Net	6,562,662	(99,017)		6 463 645
, , , , , , , , , , , , , , , , , , , ,				6,463,645
Business-Type Activities Capital Assets, Net	\$ 6,562,662	\$ (99,017)	\$	\$ 6,463,645
•	A 1 (A 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			# 01 0001040

Depreciation expense was charged to functions/programs of the Township as follows:

Governmental Activities:	
General Government	\$ 2,230
Public Safety	74,919
Parks and Recreation	30
Total Depreciation Expense	
Governmental Activities	<u>\$ 77,179</u>
Business-Type Activities: Utilities	<u>\$246,310</u>
Total Depreciation Expense	
Business-Type Activities	<u>\$246,310</u>

### NOTE 5 - INTERFUND RECEIVABLES AND PAYABLES

At December 31, 2005, the following were interfund receivables and payables in the fund statement.

<u>Fund</u>	Interfund <u>Receivables</u>	interfund <u>Payables</u>
General	\$189,879	\$
Fire	35,303	28,069
Police	34,173	30,222
Street Lights	3,655	3,882
Utilities	22,754	63,256
Agency Funds		160,335
Total	\$285,76 <u>4</u>	\$285,764

### NOTE 6 - TRANSFERS BETWEEN FUNDS

At December 31, 2005, the following transfers were made between funds:

<u>Fund</u>	<u>Transfer In</u>	<b>Transfer Out</b>
General	\$	\$117,548
Police	20,194	
Fire	93,354	
Cemetery	4,000	
Total	\$117,548	\$117,548

#### **NOTE 7 – PROPERTY TAXES**

The Township bills and collects property taxes and also taxes for the County and several School Districts within its jurisdiction. Collections and remittances of the County and School taxes are accounted for in the Current Tax Collection Agency Fund. Township property tax revenues are recognized as revenues in the fiscal year levied to the extent that they result in current receivables.

The Township currently levies 1.765 mills. Property taxes attach as an enforceable lien on the property as of January 1.

### **NOTE 8 – OTHER INFORMATION**

### **Risk Management**

The government is exposed to various risks of loss related to torts; theft of damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the year ended December 31, 2005, the government carried insurance through various commercial carriers, to cover all risks of losses. The government has had no settled claims resulting from these risks that exceeded its commercial coverage in any of the past three fiscal years.

# ADRIAN TOWNSHIP Budgetary Comparison Schedule General Fund For The Year Ended December 31, 2005

	Original Budget	Amended Budget	Actual	Variance With Amended Budget
Beginning of Year Fund Balance				
Resources (Inflows)	\$ 742,326	\$ 742,326	\$ 742,326	\$
Taxes and Assessments	192,153	201,500	206,059	4,559
Intergovernmental	400,000	360,300	392,572	32,272
Licenses and Permits	88,700	84,900	59,337	(25,563)
Charges for Services	28,700	24,500	33,447	8,947
Interest and Rentals	14,000	3,750	15,723	11,973
Other	93,200	<u>149,100</u>	124,615	(24,485)
Amounts Available for				
<b>Appropriation</b>	1,559,079	1,566,376	1,574,079	7,703
Charges to Appropriations (Outflows)				
General Government				
Trustee Board	73,782	79,281	94,592	(15,311)
Township Supervisor	24,842	23,395	23,931	(536)
Treasurer	33,950	31,997	33,249	(1,252)
Assessing	36,300	29,666	28,475	1,191
Clerk	29,775	28,781	33,072	(4,291)
Elections	4,750	853	72	781
Professional Fees	40,200	37,953	27,266	10,687
Cemetery	3,100	2,816	2,947	(131)
Board of Appeals	603	603	441	162
Board of Review	1,984	2,384	1,156	1,228
Township Hall	24,951	7,247	6,089	1,158
Public Safety	04 170	05 671	40.010	25 061
Inspections	84,170	85,671	49,810	35,861
Community Economic				
<b>Development</b> Planning and Zoning	9,264	8,024	4,980	3,044
Public Works				
Road and Maintenance	150,000	106,928	162,186	(55,258)
Sanitation	17,000	16,400	17,759	(1,359)
Drains	27,491	11,000	16,293	(5,293)
Capital Outlay	1,000		3,208	(3,208)
Other Functions				
Insurance	34,800	36,485	40,092	(3,607)
Other			13,808	(13,808)
Transfer Out			117,548	(117,548)
Total Charges to Appropriations	597,962	509,484	676,974	(167,490)
Total Charges to Appropriations	337,302			(=0.7550)

# ADRIAN TOWNSHIP Budgetary Comparison Schedule Fire Fund (Major Special Revenue Funds) For The Year Ended December 31, 2005

	Original <u>Budget</u>	Amended <u>Budget</u>	<u>Actual</u>	Variance With Amended <u>Budget</u>
<b>Beginning of Year Fund Balance</b>	\$119,601	\$119,601	\$119,601	\$
Resources (Inflows)				
Taxes	95,309	88,292	96,650	8,358
Interest/Penalties	1,500		1,571	1,571
Contracted Services	40,000	40,000	40,393	393
Grants			48,600	48,600
Miscellaneous			2,826	2,826
Transfer In			93,354	93,354
Amounts Available for				
Appropriations	256,410	247,893	402,995	155,102
Charges to Appropriations (Outflows) Public Safety	96,820	84,300	74,874	9,426
Salaries and Wages	7,407	6,445	5,886	9,426 559
Fringe Benefits Operating Supplies	26,950	42,885	20,545	22,340
Professional Services	625	625	150	475
Gas and Oil	4,500	3,500	4,466	(966)
Utilities	13,355	12,455	11,320	1,135
Repairs and Maintenance	13,600	14,842	10,012	4,830
Insurance	24,000	23,013	17,723	5,290
Dues and Publications	2,100	2,116	1,679	437
Physicals/Training	16,000	9,318	9,390	(72)
Communication - Radio	6,000	16,000	2,561	13,439
Education	350	350		350
Other	500	1,000	459	541
Capital Outlay	66,000	115,000	124,194	(9,194)
<b>Total Charges to Appropriations</b>	278,207	331,849	283,259	48,590
Ending of Year Fund Balance (Deficit)	<u>\$(21,797</u> )	<u>\$(83,956</u> )	\$119,736	\$203,692

### ADRIAN TOWNSHIP Budgetary Comparison Schedule

Police Fund (Major Special Revenue Funds) For The Year Ended December 31, 2005

	Original <u>Budget</u>	Amended <u>Budget</u>	<u>Actual</u>	Variance With Amended <u>Budget</u>
Beginning of Year Fund Balance	\$ 83,047	\$ 83,047	\$ 83,047	\$
Resources (Inflows)				
Taxes	100,077	92,708	100,998	8,290
Interest	1,000		740	740
Contracted Services	3,135		3,059	3,059
Fines & Forfeitures	11,000		19,427	19,427
Miscellaneous	·		6,920	6,920
Grants			5,435	5,435
Transfers In	500		20,194	20,194
Amounts Available for				
Appropriation	198,759	175,755	239,820	64,065
Charges to Appropriations (Outflows) Public Safety		<b>m</b> c <b>-</b> 0.5	EC	
Salaries and Wages	86,150	79,580	76,190	3,390
Fringe Benefits	12,834	12,800	12,804	(4)
Operating Supplies	7,200	9,085	4,289	4,796
Professional Services	15,000	27,000	16,125	10,875
Gas and Oil	5,000	4,000	3,478	522
Utilities	8,509	7,475	6,875	600
Repairs and Maintenance	12,200	11,509	9,119	2,390
Insurance - All	11,625	8,375	8,519	(144)
Dues and Publications	2,100	1,200	1,141	59
Physicals/Training	1,500	705	899	(194)
Education	1,000	800	20	780
Other	2,750	3,891	546	3,345
Capital Outlay	5,000	16,583	17,352	<u>(769</u> )
<b>Total Charges to Appropriations</b>	170,868	183,003	157,357	25,646
Ending of Year Fund Balance	\$ 27,891	\$ 7,248	\$ 82,463	\$89,711

# ADRIAN TOWNSHIP Combining Balance Sheet Non-Major Governmental Funds December 31, 2005

	Special Revenue <u>Fund</u>	Special Revenue <u>Fund</u>	Special Revenue <u>Fund</u>	Total Non-Major
Accete	Street Lights <u>Fund</u>	Cemetery <u>Fund</u>	Firefighters' <u>Association</u>	Governmental <u>Funds</u>
<u>Assets</u> Cash Receivables:	\$ 6,035	\$11,252	\$5,820	\$23,107
Taxes Due from Other Funds	5,454 <u>3,655</u>			5,454 3,655
Total Assets	\$15,144	<u>\$11,252</u>	\$5,820	\$32,216
<u>Liabilities and</u> <u>Fund Balances</u>				
<u>Liabilities</u> Accounts Payable Due to Other Funds	\$ 1,102 3,882	\$ 	\$ 	\$ 1,102 3,882
Total Liabilities	4,984			4,984
Fund Balance	10,160	11,252	_5,820	27,232
Total Liabilities And Fund Balances	<u>\$15,144</u>	\$11,252	<u>\$5,820</u>	\$32,216

### **ADRIAN TOWNSHIP**

# Combining Statement of Revenues, Expenditures and Changes In Fund Balance Non-Major Governmental Funds For The Year Ended December 31, 2005

	Special Revenue <u>Fund</u>	Special Revenue <u>Fund</u>	Special Revenue <u>Fund</u>	Total Non-Major
	Street Lights <u>Fund</u>	Cemetery <u>Fund</u>	Firefighters' <u>Association</u>	Governmental <u>Funds</u>
Revenues: Taxes and Assessments Contributions Interest and Rents	\$11,105  197	\$  350	\$ 11,574 40	\$11,105 11,574 587
Total Revenue	11,302	350	11,614	23,266
Expenditures: Public Safety			11,466	11,466
General Government Public Works Capital Outlay	13,274	8,713  	 	8,713 13,274 1,600
Total Expenditures	13,274	8,713	13,066	35,053
Excess of Revenues Over (Under Expenditures	(1,972)	(8,363)	(1,452)	(11,787)
Other Financing Sources: Transfers In		4,000		4,000
Total Other Financing Sources		4,000		4,000
Net Change in Fund Balances	(1,972)	(4,363)	(1,452)	(7,787)
Beginning Fund Balance	12,132	15,615	7,272	35,019
Ending Fund Balance	\$10,160	<u>\$11,252</u>	<u>\$ 5,820</u>	\$27,232

### PHILIP R. RUBLEY

- Certified Public Accountant -

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PHILIP R. RUBLEY, C.P.A.

MEMBERS OF
AMERICAN INSTITUTE OF C.P.A.'S
& THE MICHIGAN ASSOCIATION OF C.P.A.'S

July 12, 2006

Township Board Adrian Township Lenawee County 2907 Tipton Hwy. Adrian, Michigan 49221

We have examined the combined financial statements of the Adrian Township and the combining, individual fund and account group financial statements of the Township as of and for the year ended December 31, 2005 and have issued our report thereon dated July 12, 2006. As a part of our examination, we made a study and evaluation of the Township's system of internal accounting control to the extent we considered necessary to evaluate the system as required by auditing standards generally accepted in the United States of America. Under these standards, the purposes of such an evaluation are to establish a basis for reliance on the system of internal accounting control in determining the nature, timing and extent of other auditing procedures that are necessary for expressing an opinion on the financial statement and to assist the auditor in planning and performing his examination of the financial statements.

The objective of internal accounting control is to provide reasonable, but not absolute, assurance as to the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a system of internal accounting control should not exceed the benefits derived and also recognizes that the evaluation of these factors necessarily requires estimates and judgments by management.

There are inherent limitations that should be recognized in considering the potential effectiveness of any system of internal accounting control. In the performance of most control procedures, errors can result from misunderstanding of instructions, mistakes of judgment, carelessness, or other personal factors. Control procedures whose effectiveness depends upon segregation of duties can be circumvented by collusion. Similarly, control procedures can be circumvented intentionally by management either with respect to the execution and recording of transactions or with respect to the estimates and judgments required in the preparation of financial statements. Further, projection of any evaluation of internal accounting control to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions and that the degree of compliance with the procedures may deteriorate.

Our examination of the financial statements made in accordance with auditing standards generally accepted in the United States of America, including the study and evaluation of the Township's system of internal accounting control for the year ended December 31, 2005, that was made for the purpose set forth in the first paragraph of this report, would not necessarily disclose all weaknesses in the system because it was based on selective tests of accounting records and related data.

#### 1. FIXED ASSETS - CAPITAL

It will be necessary for the Township to establish and maintain records for acquisition and disposal of the Township's depreciation threshold of \$1500.

#### 2. INTERFUND DUE TO AND FROM

The interfund accounts need to be paid and received where possible between the funds. There is presently available monies to do so, this will provide better reconciliations.

#### 3. ADJUSTMENTS

Prior year approved adjustments should all be made to the general ledgers to properly reflect correct opening balances of all funds.

#### 4. **BUDGETS**

Amended budgets appeared to be incorrect as to actual expenses to date and adjustments made. Better utilizations of the budget program will help in this area. Also you cannot budget a deficit fund balance.

### 5. <u>INTERFUND TRANSACTIONS</u>

Be sure to properly reflect interfund transactions in each fund. The interfund balances should agree to each other each month.

### 6. BANK RECONCILATIONS

Proper cutoff and reconciliations between the Treasurer and Clerk should be done monthly, so the general ledger agrees. This was better near the end of the year.

The above mentioned conditions were considered in determining the nature, timing, and extent of audit tests to be applied to our examination of the financial statements, and this report does not modify our report dated July 12, 2006, on such financial statements.

If we can be of any further assistance, please do not hesitate in contacting us.

Respectfully Submitted,

Philip R. Ruble

PRR/cab